

**Neighborhood Council  
General Board**

Lydia Grant, President  
Lallah Rowe, First Vice-President  
Shauna Scanlon, Second Vice President  
Ed Babakhanian, Treasurer  
Carol Hutchinson, Secretary  
Sherry McCoy, Neighborhood Watch  
Shirley Kim, Shekinah Church  
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Cindy Cleghorn, STSH Community Fund  
VACANT, Stakeholder Group Rep  
Leny Freeman, Region 1  
KT Travers, Region 1  
Claire Gordon, Region 2  
Trevor Schmidt, Region 2  
Jon von Gunten, Region 3  
Karen Moran, Region 3  
Belinda Woodruff, Region 4  
Cheryl Schmidt, Region 4  
Mark Seigel, At Large

**CITY OF LOS ANGELES  
CALIFORNIA**



P.O. BOX 635  
Tujunga, CA 91042  
Phone: 818-951-7411  
Email: [Secretary@stnc.org](mailto:Secretary@stnc.org)  
Website: [www.stnc.org](http://www.stnc.org)

**SUNLAND-TUJUNGA  
NEIGHBORHOOD  
COUNCIL**

**TRANSLATION SERVICE** – If you need translation service, please contact Lydia Grant, STNC President via e-mail at [stnclydia@gmail.com](mailto:stnclydia@gmail.com) or 818-951-7411 at least 72 hours before the meeting.

**SERVICIOS DE TRADUCCIÓN** – Si requiere servicios de traducción, favor de avisar al concejo vecinal 72 horas antes del evento. Por favor contacte Lydia Grant, President, al electrónico [stnclydia@gmail.com](mailto:stnclydia@gmail.com) or 818-951-7411 para avisar al Concejo Vecinal.

**General Board Meeting Agenda  
Wednesday, November 9, 2022  
7:00 PM**

Zoom Meeting Online or By Telephone  
Dial (888) 475-4499 to Join the Meeting  
Then Enter This Webinar ID: **918 9278 5703** and Press #  
Online: Go to <https://zoom.us/j/91892785703>

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

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**1. Call to Order, Welcome** - Lydia Grant, President

- A. Volunteer Recognition - *Veterans Day is Nov. 11, 2022*
- B. In Person / Hybrid Meetings - *Possibly as early as March 2023*
- C. Community Impact Statement Portal Update
- D. Status of STNC Board approved Light Pole Banners
- E. Coffee & Tea with the STNC - *next date*
- F. Board Retreat - *January 2023*

**2. Roll Call, Voting Eligibility** - Carol Hutchinson, Secretary

- A. Completion of City / DONE Required trainings status for the STNC board
- B. Announce any Board member recusals or paid lobbyists in attendance
- C. Announcement of vacant board seat: Stakeholder Group Representative - One Position - Details at [https://www.stnc.org/readpost.php?news\\_id=776](https://www.stnc.org/readpost.php?news_id=776)

**3. Pledge of Allegiance**

**4. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments** *(2 min per Representative including Q&A)*

**5. Presentation:** City Clerk Neighborhood Council Elections Division Paola Posada, Project Coordinator *[10 including Q&A]*

**6. Report from The Land Use Committee (LUC): Approve LUC recommendations**

- A. Discussion/Motion: To support 10371-10405 Samoa, Tujunga Subdivision as recommended by the LUC
- B. Discussion/Motion: To support 8055 Foothill Blvd., Sunland , Urgent Care as recommended by the LUC
- C. Discussion/Motion: To support comment letter to the California High Speed Rail Authority as recommended by the LUC

**7. Committee & Liaison Reports** *(see last page for meeting and committee member information)*

- A. Budget & Finance
- B. Land Use - *Upcoming Presentations*
- C. STAT - *Watering*
- D. STARC - *Presentations*
- E. Community Improvement & Government Affairs - *Next Meeting*
- F. Outreach - *upcoming opportunities / STNC Board Elections*
- G. Youth & Adult Education - *Event at Aurora*
- H. Beautification - *Update on Pinewood Mural*
- I. Liaison Reports: *LANCC / VANC / Budget Advocates / Other*
- J. Ad Hoc Bylaws / Standing Rules -
- K. Other

**8. CONSENT CALENDAR ITEMS (FUNDING)** - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows. MOTION: The STNC Board approves the funding consent calendar:

- A. **Discussion/Action: Approve September 2022 Monthly Expenditure Report (MER)** and Balances, as recommended by the Budget & Finance Committee.
- B. **Discussion/Action: Approve October 2022 Monthly Expenditure Report (MER).**
- C. **Discussion/Action: Approval of up to \$300 to promote and provide light snacks / water health and safety fair, as recommended by the Budget & Finance Committee.**
- D. **Discussion/Action: Approval of up to \$500 for volunteer appreciation and refreshments during quarterly tree care events, as recommended by the Budget & Finance Committee.**
- E. **Discussion/Action: Approval of up to \$300 for STAT committee T-shirts with high visibility colors**
- F. **Discussion/Action: Approval of up to \$200 for refreshments during coffee and tea with STNC events, as recommended by the Budget & Finance Committee.**
- G. **Discussion/Update/Possible Action: Acknowledgement of Fiscal Responsibility Admonition Notice related to July and August MER submissions having late BAC attachments, as recommended by the Budget & Finance Committee.**

**9. CONSENT CALENDAR ITEMS (NON-FUNDING)** - Note: Consent calendar items are considered to be non-controversial and will be treated as one agenda item. Any Board member or stakeholder may request that an item be removed. There will be no discussion of these items unless an item is removed from the consent calendar, in which case it will go to the end of New Business and be considered as time allows. MOTION: The STNC Board approves the non-funding consent calendar:

- A. **Discussion/Action:** Motion to not hold the December 14, 2022 STNC Board Meeting, *as recommended by the Executive Committee*
- B. **Discussion/Possible Action:** Approve letter regarding removal of Captain Johnny Smith
- C. **Discussion/Possible Action:** Approve September 2022 Board & Special Meeting Minutes
- D. **Discussion/Possible Action:** Approve October 2022 Board & Special Meeting Minutes
- E. **Discussion/Possible Action:** Approve outreach event at Aurora Banquet November 19, 2022.

## **10. PRESENTATION & TRAINING on the Neighborhood Council (NC) System**

- A. Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
- B. NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
- C. NC Alliances, STNC Community Events/Meetings, Other Training Opportunities

**11. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** - One minute per speaker unless otherwise announced by the presiding officer – Comments from the Public on Non-Agenda items, issues, announcements within the jurisdiction of the Sunland-Tujunga Neighborhood Council. The Brown Act prevents the Board from commenting on your comments. If you wish to speak, either raise your hand (on computer or tablet) or dial \*9 (on your cell phone).

## **12. FINAL ANNOUNCEMENTS & BOARD ANNOUNCEMENTS**

## **13. ADJOURN**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS:** Every person wishing to address the Board must dial **(888) 475-4499** or **(669) 900 6833**, and enter **918 9278 5703** and then press # to join the meeting. When prompted by the presiding officer, to provide public comment at the Sunland-Tujunga Neighborhood Council meeting the public will be requested to dial **\*9 or use the Raise Hand option**, to address the Committee on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the Board.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Sunland-Tujunga Neighborhood Council's control, the meeting must be recessed or adjourned.

***The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.***

***Unless otherwise specified, all items on the meeting agenda are for Discussion and Possible Action and may be taken out of order at the discretion of the President. This is an online virtual meeting, please understand that there may be some connection delays from time to time.***

**THE AMERICAN WITH DISABILITIES ACT** As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting Lydia Grant, STNC President at 818-470-6629.

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.stnc.org](http://www.stnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact **Carol Hutchinson, Secretary, at email: [secretary@stnc.org](mailto:secretary@stnc.org)**.

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

\* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042

\* [www.stnc.org](http://www.stnc.org)

\* You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions>

**NOTICE TO PAID REPRESENTATIVES** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the STNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the Sunland-Tujunga Neighborhood Council Bylaws. The Bylaws are available on our website [www.stnc.org](http://www.stnc.org)

**STNC YouTube Meeting Link: [Subscribe to our Channel](https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q)**

**[https://www.youtube.com/channel/UCAxPhaALDxHWQncRU\\_UL09Q](https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q)**

*STNC YouTube Videos are generally posted within 3-5 days after board and committee meetings*

**Representatives of LAPD, Local Schools, City, County, State, Federal - updated October 2022**

**Foothill LAPD** Commanding Officer 818-756-8861

Foothill Community Sgt. Jesse Ojeda - 818-756-8866 - [33272@lapd.online](mailto:33272@lapd.online)

**SENIOR LEAD OFFICERS** - TUJUNGA SLO: Gloria Caloca: 818-634-0754; [35755@lapd.online](mailto:35755@lapd.online) and **SUNLAND SLO:**

**[new July 2022]** Diana Figueroa: [36838@lapd.online](mailto:36838@lapd.online) Encourage victims you speak with to formally report every crime. Minor crimes can be reported online at <https://www.lapdonline.org/file-a-police-report/>. If an officer on-scene refuses to write a report of an actual crime, request a Supervisor. Call 911 for emergencies and crimes in progress. Call LAPD Dispatch-877-ASK-LAPD-for everyday matters.

**City Council District 7**- Monica Rodriguez [councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org) – Area Representative **Mary MacAdam**, handling the Tujunga community - [mary.macadam@lacity.org](mailto:mary.macadam@lacity.org); Caseworker Billie Jean Londono - [billie.jean.londono@lacity.org](mailto:billie.jean.londono@lacity.org); CD7 Planning Deputy Anissa Raja - [anissa.raja@lacity.org](mailto:anissa.raja@lacity.org) *The Sunland-Tujunga Field Office is now located in Pacoima at 13520 Van Nuys Bl., Pacoima 91331. The Sunland-Tujunga office has not yet been opened to the public due to COVID-19.*

**LA Mayor Garcetti**–Michelle Vergara, East Valley Rep - [Michelle.Vergara@LACity.org](mailto:Michelle.Vergara@LACity.org)

**LA City Attorney Mike Feuer** – Neighborhood Prosecutor Mark Ross 213-978-8100 -- [mark.ross@lacity.org](mailto:mark.ross@lacity.org)

**LA City Controller Ron Galperin** - 213-978-7200 - [controller@lacity.org](mailto:controller@lacity.org)

**LAUSD Kelly Gonez (District 6)**– Michael Menjivar 213-241-6388 [michael.menjivar@lausd.net](mailto:michael.menjivar@lausd.net)

**Congressman Adam Schiff (District 26)** (818) 450-2900 [Theresa.lamb.simpson@mail.house.gov](mailto:Theresa.lamb.simpson@mail.house.gov)

**LA County Supervisor Kathryn Barger** 818-993-5170-Jason Maruca, Asst. Field Deputy:

[JMaruca@bos.lacounty.gov](mailto:JMaruca@bos.lacounty.gov)

**CA State Senator Anthony Portantino (District 25)** - 818-409-0400 - Declan Floyd: [Declan.Floyd@sen.ca.gov](mailto:Declan.Floyd@sen.ca.gov)

**CA Assembly Member Luz Rivas (Dist.39)** - Mary Jerejian 818-504-3911 [mary.jerejian@asm.ca.gov](mailto:mary.jerejian@asm.ca.gov)

**Sunland-Tujunga Library** - Ardem Tajerian, Senior Librarian - 818-352-4481 - [tajerian@lapl.org](mailto:tajerian@lapl.org)

**LADWP** - Christina Holland, Community Affairs, (213) 367-1076, [christina.holland@ladwp.org](mailto:christina.holland@ladwp.org)

**Friendship Line for Aging Adults** - Call anytime 24/7 1-888-670-1360

**GANGS-DRUGS:** Frank Kryshak, email: [27701@lapd.online](mailto:27701@lapd.online) (Gang Enforcement Detail)

**NARCOTICS**, Det. Travis Coyle, 818-834-3136; [33128@lapd.online](mailto:33128@lapd.online)

**TRAFFIC ISSUES:** Officer Joel Flores 818-644-8142 - Valley Traffic

**VECTOR CONTROL:** Diana Gutierrez, Greater L.A. County Vector Control District 562-944-9656

[dgutierrez@glacvcd.org](mailto:dgutierrez@glacvcd.org)

**DONE** - **[As of 1-28-22]** Raul Preciado, NEA, [Raul.Preciado@lacity.org](mailto:Raul.Preciado@lacity.org) - (213) 978-1551

Vanessa Serrano, Director of Civic Leadership - 818-374-9889 - [vanessa.serrano@lacity.org](mailto:vanessa.serrano@lacity.org)

NCAD (Advice Division) - Ayelet Feiman-Office of the City Attorney General Counsel, [ayelet.feiman@lacity.org](mailto:ayelet.feiman@lacity.org)  
213-978-8132

**BONC** - **[As of Sept 2022]** - Jennifer Valdivia, BONC Commissioner - North Valley

Mission College – Olivia Sanchez Ayala, 818-364-7795, [sancheo@lamission.edu](mailto:sancheo@lamission.edu)

Sunland Elementary School – Principal John Graham - [Jmg8758@lausd.net](mailto:Jmg8758@lausd.net) (818) 353-1631

Sunland-Tujunga Community of Schools - Carmina Nacorda, COS Admin - (818) 252-5400 -

[SunlandTujungaCoS@lausd.net](mailto:SunlandTujungaCoS@lausd.net)

Apperson Street School – Principal Rene Chavez 818-353-5544 - 10233 Woodward, Sunland

**City of L.A. Protected Trees: (6 types of trees) Oak, Sycamore, Bay, Black Walnut, Toyon, Elderberry.** Protected trees can be removed. Trees with Urban Forestry Department approval which will require an Arborist report, pay City fees. Go to Streets LA website <https://streetsla.lacity.org> Scroll down the landing page to Services, then to icon link for "Report a Protected Tree Violation". You will need the address or you can use a map viewer. Keep the record number. You can then contact urban forestry with the record number to Gerald.Stephens@lacity.org -- and copy trees@nca.la

**STNC Committees, Committee Chairs, Meeting Dates/Times - *updated October 2022***

***please send updates for this list to: [secretary@stnc.org](mailto:secretary@stnc.org)***

**[No STNC Board or Committee Meetings held on National Holidays]**

**STNC Committees - to join any committee, request agenda items, contact the committee chair directly or via [secretary@stnc.org](mailto:secretary@stnc.org) and participate at meetings. More info on [stnc.org](http://stnc.org) website calendar**

- a. Beautification – Roger Klemm/Nelly Luboff (co-chairs) 3rd Wednesdays @ 5:30 PM
- b. Budget & Finance – Ed Babakhanian - 4th Wednesday @ 6:00 PM
- c. Neighborhood Watch – meetings 2nd Tuesday, 9 a.m. via LAPD Zoom
- d. Land Use – Pati Potter - 1st & 3rd Mondays @ 7:00 PM
- e. Community Improvement-Government Affairs - Lallah Rowe, VP - 3rd Thursdays @ 10:00 AM
- f. Elections Committee (ad-hoc) - Various dates - check calendar at [stnc.org](http://stnc.org)
- g. Outreach - Karen Perdue, VP - 3rd Thursdays @ 7:00 PM
- h. Bylaws & Standing Rules (ad-hoc) - Sandy Capps (co-chair) - TBA
- i. STAT - Safe Traffic & Transportation Committee - Pat Kramer - 4th Tuesdays @ 6:00 PM
- j. STARC – Arts, Culture & Recreation Committee - Joe De Cenzo - 4th Tuesdays @ 7:30 PM
- k. Executive Committee – Lydia Grant - 4th Wednesdays @ 7:00 PM
- l. STNC Youth & Adult Education Committee - Lallah Rowe, Chair - 3rd Tuesdays @ 6:30 PM
- m. Ad-Hoc Storage Inventory Committee - check calendar at [stnc.org](http://stnc.org)

**Community Impact Statement Submitters - *updated October 2022***

Jon von Gunten  
Carol Hutchinson  
Cindy Cleghorn  
Shirley Kim  
Claire Gordon

**STNC Bank Card Holders & BAC (Board Action Certificate) signers**

Ed Babakhanian, STNC Treasurer  
Carol Hutchinson 2<sup>nd</sup> Card Holder

**STNC Second Signers**

None

**STNC Committees & Members affirmed by the STNC Board: \* = STNC Boardmember**

**STAT Committee:** Chair Pat Kramer, Co-Chair Jon von Gunten\* Committee Members: George Arakel, Barbara Rowe, Roger Swart and Leny Freeman\*

**STARC:** Chair Joe DeCenzo Committee Members: Gerardo Barrientos, Debby Beck, Lucy Berman, Dawn Jenkins, vacant, Corey Stein, Michelle Wadler, KT Travers\*

**Beautification Committee:** Co-Chairs Roger Klemm and Nelly Luboff Committee Members: Carol Hutchinson\*, Gerardo Barrientos, Judy Sutherland, Marjorie Maxon, Angela Nordhagen and Curtis Brown.

**Land Use Committee (LUC):** Co-Chairs/Vice Chairs: Pati Potter, Richard Marshalian. Committee Members: Cindy Cleghorn\*, Nina Royal\*, Liliana Sanchez, Vartan Keshish, Betty Markowitz, Berj Zadoian, Cathi Comras, Arsen Karamians, and Stephanie Mines. Planning 101 Training Required for all LUC members. Application and participation required to join the LUC.

**Ad Hoc Bylaws & Standing Rules:** Co-Chairs/Vice Chairs: vacant, Sandy Capps. Committee Members: Cindy Cleghorn\*, Mark Seigel\*, Lydia Grant\*

**Budget & Finance Committee:** Chair Ed Babakhanian, Pati Potter, Karen Perdue, Sandy Capps

**Outreach Committee:** Chair Shauna Scanlon. Committee Members: Leny Freeman, Cheryl Schmidt, Claire Gordon, Karen Moran, Belinda Woodruff

**[Liaison] Neighborhood Council Budget Representative / Budget Advocate: [July 2022] Cindy Cleghorn**

**[Liaison] LA Neighborhood Council Coalition: Lydia Grant / Nina Royal**

**[Liaison] Valley Alliance of Neighborhood Councils: Lydia Grant/Cindy Cleghorn/Mark Seigel VANC Exec**

**[Liaison] LA DWP MOU: Cindy Cleghorn / Nina Royal**

**[Liaison] LA DWP Committee: Cindy Cleghorn / Nina Royal**

**[Liaison] PlanCheckNC: Cindy Cleghorn, Chair PlanCheckNC / Nina Royal**

**Training Requirements for all board members.** *City has a time limit when this training must be completed to be able to vote:*

Code of Conduct \*also applies to all STNC committee members

Anti-Bias

Funding

Ethics

Planning & Land Use Committee members are required to complete the City's Planning 101 Training Class which is given live from time to time.

Website [www.stnc.org](http://www.stnc.org)

Submit updates to [secretary@stnc.org](mailto:secretary@stnc.org) - Carol Hutchinson, Cindy Cleghorn and for Calendar: Leny Freeman

Social Media: Facebook Pages managed by STNC committees & their status as of August 2022: *[send updates to this list to [secretary@stnc.org](mailto:secretary@stnc.org)]*

<https://www.facebook.com/SunlandTujungaNeighborhoodCouncil> [public last post August 2022]

<https://www.facebook.com/Sunland-Tujunga-Neighborhood-Council-Youth-494264710753646>  
[public - last post 1/23/22]

<https://www.facebook.com/groups/stbeautification> [private - last post 2/22/22]

<https://www.facebook.com/STNC-Safe-Traffic-and-Transportation-Committee-323289951875218>

[public - last post 1/27/22]

<https://www.facebook.com/groups/sunlandtujunganw> [private - last post 3/1/22]

<https://www.facebook.com/Sunland-Tujunga-Arts-Recreation-Culture-114962973244166> [last post 5/24/21]

Social Media: NextDoor - <https://nextdoor.com>

Social Media Instagram: [https://www.instagram.com/sunlandtujungan\\_nc/](https://www.instagram.com/sunlandtujungan_nc/)

Social Media: Twitter <https://twitter.com/stncoutreach>

STNC YouTube Meeting Link: [https://www.youtube.com/channel/UCAxPhaALDxHWQncRU\\_UL09Q](https://www.youtube.com/channel/UCAxPhaALDxHWQncRU_UL09Q)

Zoom Accounts/Settings: Contact: [secretary@stnc.org](mailto:secretary@stnc.org)

STNC Surveys

History

STARC

LUC

To report a Parking Violation

818-374-4823

Press #1 for English

then wait for all the extensions, and use #2

reporting a vehicle parked over the hour limit as noted on the signs.

Give the block #, you might have to give an exact address, cross street and type, and color, maybe even the lic #. For big trucks only have to give the block#, cross street and color.

Also ask how you can get a regular car to monitor the block.

Many times there are calls waiting, as many as 10, then hang up and try later, for that many it could be 1hr. but if you are working on your computer maybe ok to be on hold. 5 calls can be around 10-20 minutes sometimes.

Example: called in a truck for the first time they gave an option of a call back. This is something new.





# Sunland-Tujunga Neighborhood Council

*Certified May 27, 2003*

*P.O. Box 635 • Tujunga, CA 91043-0635 • 818-951-7411 • Website: stnc.org*

October 13, 2022

Los Angeles City Planning Department                      via: Email  
Attn: City Planners  
Sarah Hounsell     [sarah.hounsell@lacity.org](mailto:sarah.hounsell@lacity.org)

DRAFT  
DRAFT  
DRAFT

RE: Case #TT-83842 and ENV-2022-5532-EAF  
10371 N Samoa Ave Tujunga 91042 and 10405 N Samoa Ave. Tujunga, 91042  
**SUPPORT OF PROJECT: Tentative Tract Map for the Subdivision of two R1-1 Lots into Seven R1-11.**

The Sunland-Tujunga Neighborhood Council (STNC) Land Use Committee (LUC) met on August 15, 2022 with Mr. Robert Hall, owner of both properties and who presented information.

Originally the request was to subdivide 10405 Samoa, which the LUC supported. However, the City recommended that the applicant combine 10405 N Samoa and 10371 N Samoa into one application.

- 10371 N Samoa would be divided into four lots. Presently this lot has one building which will be removed.
- 10405 N Samoa would be divided into three lots. Presently this lot has one building which will remain.
- The applicant requests the two current lots to be subdivided into seven lots.
- Once divided, each lot will meet the residential minimum required 5,000 sf.
- A private street will be created from one of the seven lots to serve the new development and will meet the 20 ft requirement
- The owner’s intention is to have a total of seven residential buildings ~~on the properties~~ in the proposed subdivision.
- The owner stated the new buildings will not interfere with the view from across the street.

If this application is approved by the City, we do request that a condition be placed to replace the tree(s) that were removed previously from the property.

This approval is based upon the understanding that this will not be a private gated community.

Upon the recommendation of the STNC’s Land Use Committee, the Sunland-Tujunga Neighborhood Council, at its October 12, 2022 meeting, voted to support this application by a vote of \_\_\_\_ (yea), \_\_\_\_ (nay), \_\_\_\_ (abstained) and \_\_\_\_ (recused)

Thank you for the opportunity to submit these comments and for considering the needs of our community. If you have any questions, please contact us by email at [secretary@stnc.org](mailto:secretary@stnc.org) (preferred) or phone 818-951-7411.

Sincerely,



# Sunland-Tujunga Neighborhood Council

*Certified May 27, 2003*

*P.O. Box 635 • Tujunga, CA 91043-0635 • 818-951-7411 • Website: [stnc.org](http://stnc.org)*

Lydia Grant  
President  
Sunland-Tujunga Neighborhood Council

cc: Councilmember Monica Rodriguez, CD7 [councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org)  
[paola.bassignana@lacity.org](mailto:paola.bassignana@lacity.org) [anissa.raja@lacity.org](mailto:anissa.raja@lacity.org)  
Owner's Representative: [mail@egl88.com](mailto:mail@egl88.com) Owner: [r.v.hall@sbcglobal.net](mailto:r.v.hall@sbcglobal.net)



# Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

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November 10, 2022

Via: Email

Los Angeles City Planning Department  
Attn: City Planners  
Sahara Housel [sarah.housel@lacity.org](mailto:sarah.housel@lacity.org)

Re: #DIR-2022-5529-SPP AND ENV-2022-5530-CE  
8055 Foothill Blvd, Sunland, CA 19400

**SUPPORT OF PROJECT:** Convert existing first floor from Offices (change of use) to Urgent Care. Add a new second floor addition 209.5 sf within the building footprint to an existing second floor office.

The Sunland-Tujunga Neighborhood Council (STNC) Land Use Committee (LUC) met with the owner's representative, Richard Diradourian and Peter Patpatian at the October 3, 2022 LUC meeting.

The bottom level of the building is currently retail/office use, request change of conditional use for a Urgent Care Medical facility on the bottom floor with the second floor to stay offices to rent as needed.

Discussion was made on:

- Entrance to the building 1<sup>st</sup> floor will remain the same plus the outside sides to the second floor offices.
- Parking per City requirement will have 5 for the Medical space and 3 for the office with 5 bike racks.
- Handicap spaces will be in the appropriate places.
- Trash bins will be moved and enclosed by trees to for aesthetic purpose.

The LUC asked them to take the appropriate step to get any and all signage approved by the City, asking them to pay close attention to the design guidelines in the FBCSP

Upon the recommendation of the STNC's Land Use Committee, the Sunland-Tujunga Neighborhood Council, at its November 9, 2022 meeting voted to support this application by a vote of \_\_\_\_ (yea), \_\_\_\_ (nay), \_\_\_\_ (abstained) and \_\_\_\_ (recused)

Thank you for the opportunity to submit these comments and considering the community. If you have any questions, please contact us by email at [secretary@stnc.org](mailto:secretary@stnc.org). or phone 818-951-7411.

Sincerely,

Lydia Grant  
President  
Sunland-Tujunga Neighborhood Council

cc: Councilmember Monica Rodriguez, CD7 [councilmember.rodriguez@lacity.org](mailto:councilmember.rodriguez@lacity.org)  
[paola.bassignana@lacity.org](mailto:paola.bassignana@lacity.org)  
[anissa.raja@lacity.org](mailto:anissa.raja@lacity.org)  
Owner's Rep: [rdarchitect@usa.net](mailto:rdarchitect@usa.net)

# Monthly Expenditure Report



Reporting Month: September 2022 Budget Fiscal Year: 2022-2023

NC Name: Sunland-Tujunga  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$28805.12	\$1044.12	\$27761.00	\$2072.33	\$0.00	\$25688.67

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25000.00	\$917.98	\$20761.00	\$0.00	\$18688.67
Outreach		\$126.14		\$2072.33	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4500.00	\$0.00	\$4500.00	\$0.00	\$4500.00
Neighborhood Purpose Grants	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3194.88	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	09/01/2022	Web services	General Operations Expenditure	Office	\$150.00
2	US STORAGE - LA CRE	09/02/2022	Storage for STNC items	General Operations Expenditure	Office	\$643.00
3	EIG CONSTANTCONTACT.CO	09/03/2022	contact management - combined invoice and payment	General Operations Expenditure	Office	\$95.00
4	Adobe Inc	09/06/2022	2nd adobe account	General Operations Expenditure	Office	\$14.99
5	SMART AND FINAL 414	09/13/2022	Pinewood Mural celebration	General Operations Expenditure	Outreach	\$76.14
6	SQ THE BACK DOOR BAKE	09/17/2022	Coffee and tea with STNC outreach event	General Operations Expenditure	Outreach	\$50.00
7	ADOBE 800-833-6687	09/30/2022	Adobe account for Treasurer	General Operations Expenditure	Office	\$14.99
<b>Subtotal:</b>						<b>\$1044.12</b>

Outstanding Expenditures
--------------------------

#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Making It Happen, Inc.	09/28/2022	Outreach effort to support back to school backpack drive	General Operations Expenditure	Outreach	\$1500.00
2	Merriwether & Williams Insurance Services	10/07/2022	Insurance to continue Pinewood mural project	General Operations Expenditure	Outreach	\$509.75
3	Ed Babakhanian	10/12/2022	Reimburse Ed Babakhanian for items purchased related to Tree watering event in July 2022. STNC credit card was declined at POS so Ed charged the items to his personal card.	General Operations Expenditure	Outreach	\$62.58
<b>Subtotal: Outstanding</b>						<b>\$2072.33</b>

# Monthly Expenditure Report



Reporting Month: October 2022

Budget Fiscal Year: 2022-2023

NC Name: Sunland-Tujunga  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$27761.00	\$3137.31	\$24623.69	\$0.00	\$0.00	\$24623.69

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25000.00	\$1064.98	\$17623.69	\$0.00	\$17623.69
Outreach		\$2072.33		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4500.00	\$0.00	\$4500.00	\$0.00	\$4500.00
Neighborhood Purpose Grants	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$4239.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	10/01/2022	Web Services	General Operations Expenditure	Office	\$150.00
2	US STORAGE - LA CRE	10/01/2022	Storage for STNC items	General Operations Expenditure	Office	\$643.00
3	EIG CONSTANTCONTACT.CO	10/03/2022	Constant contact combined invoice and payment	General Operations Expenditure	Office	\$95.00
4	Adobe Inc	10/06/2022	Adobe acct for STNC secretary	General Operations Expenditure	Office	\$14.99
5	Interpreters Unlimited	10/28/2022	Interpreting services for general board meeting - please reimburse our STNC account as funds become available	General Operations Expenditure	Office	\$147.00
6	ADOBE 800-833-6687	10/31/2022	Adobe account	General Operations Expenditure	Office	\$14.99
7	Ed Babakhanian	10/12/2022	Reimburse Ed Babakhanian for items purchased related to Tree watering event in July 2022. STNC credit card was declined at POS so Ed charged the items to his personal card.	General Operations Expenditure	Outreach	\$62.58

8	Making It Happen, Inc.	09/28/2022	Outreach effort to support back to school backpack drive	General Operations Expenditure	Outreach	\$1500.00
9	Merriwether & Williams Insurance Services	10/07/2022	Insurance to continue Pinewood mural project	General Operations Expenditure	Outreach	\$509.75
<b>Subtotal:</b>						<b>\$3137.31</b>

<b>Outstanding Expenditures</b>						
<b>#</b>	<b>Vendor</b>	<b>Date</b>	<b>Description</b>	<b>Budget Category</b>	<b>Sub-category</b>	<b>Total</b>
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>



**R&R T-Shirt Printing & Embroidery Co.**

1015 S. San Fernando Blvd.  
 Burbank, CA 91502-1538  
 818-569-0290

# Estimate

Date	Estimate #
9/29/2022	155

Name / Address
Sunland-Tujunga Neighborhood Council Pat Kramer 200 N. Spring Street Los Angeles, CA 90012

Ship To
STNC Pat Kramer PO BOX 635 TUJUNGA, CA 91043

Project

Item	Description	Qty	Cost	Total
st350	Sport-Tek® Youth PosiCharge® Competitor™ Tee	12	18.00	216.00T
SC	Screen preparation charge	1	40.00	40.00T
Freight	Incoming Freight	1	12.00	12.00
	Sales Tax		10.25%	26.24

Phone # 818-569-0290		E-mail: frank@rnrtshirts.com		<b>Total</b>	<b>\$294.24</b>



City of Los Angeles  
CALIFORNIA

OFFICE OF THE  
CITY CLERK

HOLLY L. WOLCOTT  
CITY CLERK

—  
PETTY SANTOS  
EXECUTIVE OFFICER



ERIC GARCETTI  
MAYOR

**Administrative Services Division**  
200 N. Spring Street, Room 224  
Los Angeles, CA 90012  
(213) 978-1100  
FAX: (213) 978-1107

—  
*Vacant*  
DIVISION MANAGER

[cityclerk.lacity.org](http://cityclerk.lacity.org)

October 24, 2022

via email

**Fiscal Responsibility Admonition Notice**

Dear Sunland-Tujunga Neighborhood Council (STNC) Board:

The Office of the City Clerk, Neighborhood Council (NC) Funding Program monitors and reviews the submissions of the NC Monthly Expenditure Reports (MERs) to ensure NC fiduciary responsibility, including financial accountability, in the use of allocated public funds.

In our recent review of STNC's MER submissions, our Program found that your NC is delinquent in completing the following MERs:

1. July 2022 – Due September 10, 2022
2. August 2022 – Due October 10, 2022

Complete submission of MERs includes both generating the MER in the Funding System portal and then uploading in the portal the completed Board Action Certification (BAC) Form confirming the Board's review and approval of the respective MER. Per Program policy, an NC is deemed delinquent with its MERs when 2 or more MER submissions are not completed.

As a result of the situation above, impacting the ability of the STNC to account for the expenditures of its public funds, the NC Funding Program is taking the following measures:

1. Require that STNC to complete its MER submissions within the next 14 days from the date of this Notice.
2. If the MER submissions are not completed as stated above, then the Program will take additional measures, including the freezing of account funds until the submissions are completed.

Please work with our Accounting unit to address concerns raised in this Admonition Notice. Let us know of any particular situation your NC is currently encountering that you

AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER

would like us to take into consideration. Our Accounting unit is available to speak with you and answer questions you may have. Accounting staff can be reached at (213) 978-1058 or via email at [Carrisa.Bush@lacity.org](mailto:Carrisa.Bush@lacity.org)

Sincerely,

Signed with ClerkSign

*Melvin Cañas*



Oct 21, 2022 5:06PM

Melvin Cañas  
Program Manager  
Neighborhood Council Funding Program

CC: Art de Llanos, Program Supervisor  
Janet Hernandez, Program Supervisor  
Carrisa Bush, Accounting Representative  
Mariel Camilo, Program Funding Representative  
Vanessa Serrano, DONE Field Supervisor  
Raul Preciado, DONE Field Staff

Sunland Tujunga Neighborhood Council  
 General Board Meeting  
 September 14, 2022

1. Call to Order, Welcome and announcements - Lydia Grant, President

Call to Order at 7:01 pm

- A. Volunteer Recognition- hold till later in meeting
- B. CERT Training began Sept. 1
- C. New date for Pinewood Elementary outreach event 9/13
- D. In Person / Hybrid Meetings Update

2. Roll Call, Voting Eligibility - Carol Hutchinson, Secretary

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Lydia Grant	Present	Yes	President
Lallah Rowe	Present	Yes	1st Vice President
Vacant			2nd Vice President - Outreach
Ed Babakhanian	Present	Yes	Treasurer
Carol Hutchinson	Present	Yes	Secretary
Mark Seigel	Present	Yes	At-Large Group Representative
Leny Freeman	Present	Yes	Region 1 Representative
K.T. Travers	Present	Yes	Region 1 Representative
Trevor Schmidt	Present	Yes	Region 2 Representative
Claire Gordon	Present	Yes	Region 2 Representative
Jon von Gunten	Present	Yes	Region 3 Representative
Karen Moran	Present	Yes	Region 3 Representative
Cheryl Schmidt	Present	Yes	Region 4 Representative
Brenda Woodruff	Present	Yes	Region 4 Representative
Mike Goglia	Present	Yes	Friends of Verdugo Cemetery
Nina Royal	Present	Yes	STSERSV
Cindy Cleghorn	Present	Yes	STSH Community Fund
Chris Rowe	Present	Yes	Toastmasters
Shirley Kim	Present	Yes	Shekinah Church
Vacant			Group Stakeholder Rep
Vacant			Group Stakeholder Rep
Quorum: 11 17 present at roll call			

A. Completion of City / DONE Required trainings status for the STNC board

Mike Goglia and Shirley Kim, trainings completed-

B. Announce any Board member recusals or paid lobbyists in attendance-

Announcement made by President Grant- KT Travers announced she had to recuse on an item  
 C. Announcement of vacant board seats: Vote on candidates this meeting for Group Stakeholder and VP Outreach  
 D. Lydia Grant told Board City Attorney said we cannot vote on funds for item NEW BUSINESS Item D. NPG funding request by STForward at this time-

3. Pledge of Allegiance – Led by Leny Freeman

4. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments reports:

Ofcr Gloria Caloca, SLO, Tujunga  
 Ofcr Diana Figueroa, SLO Sunland  
 Declan Floyd, Senator Portantino’s office  
 Jason Maruca, Supervisor’s Office  
 Mary McAdam, representative of CD 7 office  
 Raul Preciado, DONE NEA

5. Report from The Land Use Committee (LUC):

A. Discussion/Possible Action that STNC board approves LUC support letter regarding change of use from retail to adult day care at 8257-8265 Foothill Blvd.

Board Comments: None

Public Comments: None

5 Motion to approve LUC support letter for 8257-8265 Foothill Blvd					
Motion: Hutchinson 2 <sup>nd</sup> - Seigal					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Freeman, Gordon, von Gunten, Moran, C Schmidt, Kim, C Rowe, Royal, Seigal, Goglia	Travers		Hutchinson T. Schmidt Cleghorn		Woodruff
13 yes, 1 no, 2 abstain, 1 absent motion passed					

B. Discussion/Possible Action that STNC board approves LUC support letter regarding 10320 Samoa Tujunga – Lot Line Adjustment.

Board Comments: von Gunten, Seigel

Public Comments: Gina Verrastro

6. Motion to approve LUC support letter for 10320 Samoa, Tujunga					
Motion: Cleghorn 2 <sup>nd</sup> - Travers					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Cleghorn			Von Gunten Seigel		
16 yes, 0 no, 0=2 abstain, 0 absent motion passed					

7. Committee & Liaison Reports by:

- A. Budget & Finance- Ed Babakhanian
- B. Land Use- Cindy Cleghorn
- C. STAT- Pat Kramer
- D. STARC-Travers
- E. Community Improvement & Government Affairs- None
- F. Outreach – Cheryl Schmidt
- G. Youth & Adult Education- Lallah Rowe
- H. Beautification – Marjorie Maxon
- I. Liaison Reports: LANCC / VANC /Budget Advocates /Other- Lydia Grant for LANCC
- J. Ad Hoc Bylaws / Standing Rules – Lydia Grant
- K. Other

8. Discussion/Action: To Fill Vacant Board Seats.

- A. Discussion/Motion to approve Sherry McCoy, Stakeholder Group Representative - Neighborhood Watch

<b>7A Motion to approve Sherry McCoy as Group Stakeholder Representative for Neighborhood Watch</b>					
Motion: L. Rowe		2 <sup>nd</sup> - Royal			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, von Gunten, Moran, Woodruff, C Schmidt, Giglio, Kim, C Rowe, Royal, Cleghorn, Seigal					
18 yes, 0 no, 0 abstain, 0 absent motion passed					

- B. Discussion/Motion to approve Shauna Scanlon, VP Outreach

- C. Discussion/Motion to approve Marieke Cahill, VP Outreach

Vote taken concurrently with boardmember giving name of candidate of their choice

Comments given by both Scanlon and Cahill

Board comments, questions for Scanlon: Travers, Babakhanian, T Schmidt, Seigel, C. Schmidt

Public comments: Betsy E. Caller ID \*263, Lisa McQuinn, Judith Quinones, Evelyn Serrano, Denise Soto

Board Comments, questions for Cahill: Babakhanian, Gordon, Royal, Seigel, C Schmidt, Travers, Grant

Public Comments, questions: Evelyn Serrano, Judith Quinones, Karen Perdue, Amber Kernick

<b>7B, C Motion to approve either Shauna Scanlon or Marieke Cahill for position of VP Outreach</b>	
Motion: Royal	2 <sup>nd</sup> - L Rowe
Shauna Scanlon	Marieke Cahill
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, T Schmidt, von Gunten, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Cleghorn, Seigal	Gordon, Travers
16 for Scanlon, 2 for Cahill (McCoy ineligible to vote)	

8. CONSENT CALENDAR ITEMS (FUNDING)

MOTION: The STNC Board approves the funding consent calendar:

- A. Discussion/Action: Approve June 2022 Monthly Expenditure Report (MER) and Balances.
- B. Discussion/Action: Approve July 2022 Monthly Expenditure Report (MER) and Balances.
- C. Discussion/Action: Approve August 2022 Monthly Expenditure Report (MER) and Balances.
- D. Discussion/Action: Approve \$509.75 for extension of insurance policy with Merriweather & Williams related to extended completion schedule of Pinewood Mural through 3/01/23.

Babakhanian requests to remove items B and C.

Public Comments: Goat Puppet, Evelyn Serrano

8. Motion to approve Consent Calendar Funding items: A and D					
Motion: L Rowe		2 <sup>nd</sup> Royal			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, von Gunten, Moran, Woodruff, C Schmidt, Goglio, Kim, C Rowe, Royal, Cleghorn, Seigal		Scanlon McCoy			
18 yes, 0 no, 0 abstain, 0 absent motion passed					

9. CONSENT CALENDAR ITEMS (NON-FUNDING) -

A. Discussion/Possible Action: Approve letter to Councilmember Rodriguez in support of a CCE grant for Hillhaven Retirement Home renovations.

B. Discussion/Possible Action: Approve CIS in support of CF 22-0798 Responsible Beverage Service Training Program (RBSTP) / Alcohol Beverage Control (ABC) / AB 1221 / Alcohol Servers / Online and InPerson Training / Business Source Centers

C. Discussion/Possible action: Approve CIS in support of CF 22-0002-S101, AB 1740 (Muratsuchi) / AB 2407 (O'Donnell) / SB 1087 (Gonzalez) / Used Catalytic Converter Sales: Introduced on July 14, 2022 and referred to Rules, Elections, and Intergovernmental Relations Committee. Resolution is requesting that the City of Los Angeles includes in its 2021-2022 State Legislative Program SUPPORT for AB 1740, AB 2407 and SB 1087, which would seek to strengthen the laws governing the sale of used catalytic converters, thereby assisting law enforcement in reducing thefts and discouraging the commission of the crime.

Public Comments: Goat Puppet

9. Motion to approve Consent Calendar NON funding items A, B, C					
Motion: Cleghorn		2 <sup>nd</sup> - L Rowe			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, von Gunten, Moran, C Schmidt, Goglio, Kim, C Rowe, Cleghorn, Seigal		Scanlon McCoy	Royal		Woodruff

16 yes, 0 no, 1 abstain, 1 absent motion passed					
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OLD BUSINESS - None

**NEW BUSINESS:**

- A. Discussion/Possible Action: Review MER generation issues and provide an update
- B. Discussion/Possible Action: Request all committees submitting expense requests to provide a vendor analysis and adequate reasoning for choosing an out of state vendor for procurement of goods.
- C. Discussion and possible motion to appoint up to four (4) board members to attend Civic U 1.0. Presented by the Department of Neighborhood Empowerment and the Office of Mayor Garcetti. Civic U 1.0 presented by Dr. Raphael J. Sonenshein, Ph.D. Executive Director, Pat Brown Institute for Public Affairs, California State University, Los Angeles. Dates are October 6th, October 13th and October 27th. Appointed board members must attend all three sessions.
- D. Discussion/Possible Action: Approve Neighborhood Purpose Grant (NPG) in the amount of \$4,390.00 to ST Forward, Incorporated for Community 2nd Annual Indigenous Peoples’ Day Event held on October 9, 2022. The event promotions will include STNC acknowledgement and logo. [B&F committee recommended \$1,500 and ST Forward representatives agreed to this funding request adjustment.]
- E. Discussion/Possible Action: of current budget, rollover funds and possible future revision.
- F. Discussion/Possible Action: To confirm STNC Community Impact Statement Filers: Carol Hutchinson, Jon von Gunten, Claire Gordon, Shirley Kim, Cindy Cleghorn.
- G. Discussion/Possible Action: Request for use of STNC Chairs, Tables, Sandwich Signs and Cones for Indigenous People’s Day on October 9, 2022.

Request to remove from consent items A, B, E, F by Cindy Cleghorn

C. Discussion/possible motion to appoint four board members to attend Civic U 101 (October 6, 13, 27, 2022)

Presented by Lydia Grant  
Travers, Gordon, Goglio, Scanlon indicated interest

<b>Motion to approve KT travers, Claire Gordon, Shauna Scanlon and Sherry McCoy to attend Civic U</b>					
Motion: L Rowe 2 <sup>nd</sup> C Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, von Gunten, Moran, Woodruff, C Schmidt, Goglio, Kim, C Rowe, Royal, Cleghorn, Seigal		Scanlon McCoy			
18 yes, 0 no, 0 abstain, 0 absent motion passed					

G. Motion to approve loan of STNC items: chairs, tables, signs to STForward for Indigenous Peoples Day, Oct 9, 2022

Board Comment: Grant, Seigal, Cleghorn, Gordon, Hutchinson, von Gunten, L Rowe, Babakhanian, T Schmidt, Royal

Public comment: Evelyn Serrano, Goat Puppet, Karen Perdue, Liliana Sanchez, Sandy Capps

<b>Motion to approve New Business item G- Approve loan of STNC chairs, tables, sandwich signs to STForward for Indigenous People’s Day, October 9, 2022</b>					
Motion: Babakhanian 2 <sup>nd</sup> L Rowe					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, T Schmidt, Gordon, von Gunten, Moran, Woodruff, C Schmidt, Goglio, Kim, C Rowe, Royal, Cleghorn, Seigel	T.Schmidt Royal	McCoy Scanlon	Cleghorn	Travers	
17 yes, 0 no, 0 abstain, 0 absent motion passed					

10. PRESENTATION & TRAINING on the Neighborhood Council (NC) System: None

11. GENERAL PUBLIC COMMENTS: None.

12. FINAL ANNOUNCEMENTS & BOARD ANNOUNCEMENTS: None

13. ADJOURN- 10:28 pm



Sunland Tujunga Neighborhood Council  
General Board Meeting  
October 12, 2022

**1. Call to Order, Welcome** - Lydia Grant, President at 7 PM

- A. Volunteer Recognition-Back Door Bakery-Deborah & Reno Goodale
- B. McGroarty Art Center now open
- C. Town Hall - Fentanyl Crisis - Oct. 19 @ 7 PM – Zoom- L Rowe
- D. In Person / Hybrid Meetings
- E. Community Impact Statement Portal Update

**2. Roll Call, Voting Eligibility** - Carol Hutchinson, Secretary

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Lydia Grant	Present	Yes	President
Lallah Rowe	Present	Yes	1st Vice President
Shauna Scanlon	Present	No	2nd Vice President - Outreach
Ed Babakhanian	Present	Yes	Treasurer
Carol Hutchinson	Present	Yes	Secretary
Mark Seigel	Present	Yes	At-Large Group Representative
Leny Freeman	Present	Yes	Region 1 Representative
K.T. Travers	Present	Yes	Region 1 Representative
Trevor Schmidt	Present	Yes	Region 2 Representative
Claire Gordon	Present	Yes	Region 2 Representative
Jon von Gunten	Present	No	Region 3 Representative
Karen Moran	Present	Yes	Region 3 Representative
Cheryl Schmidt	Present	Yes	Region 4 Representative
Brenda Woodruff	Present at 7:46	Yes	Region 4 Representative
Mike Goglia	Present	Yes	Friends of Verdugo Cemetery
Nina Royal	Present	Yes	STSERVS
Cindy Cleghorn	Present	Yes	STSH Community Fund
Chris Rowe	Present	Yes	Toastmasters
Shirley Kim	Present	Yes	Shekinah Church
Sherry McCoy	Present	Yes	Neighborhood Watch
Vacant			Group Stakeholder Rep
Quorum: 11 20 present at roll call			

**Recess at 7:17 pm for Special agenda**  
**Reopen at 8:21 pm**

**3. Pledge of Allegiance- Led by Leny Freeman**

**4. Comments: LAPD, Elected Officials/Representatives, DONE, City Departments**

- a. Julissa Hernandez- Representative for Luz Rivas, Assemblywoman
  - b. Declan Floyd- Representative for Anthony Portantino, Senate
  - c. Mary McAdam- Representative for Monica Rodriquez, CD 7
- Questions for Mary: Leny Freeman, Cindy Cleghorn, Pat Kramer

**5. INTRODUCTIONS: Candidates running in the Nov. 8, 2022 election; Statements regarding Ballot Measures –**

- a. Mark Dutton- L.A. Community College District
- b. Siaka Massaquoi – State Assembly Dist 43

**6. PRESENTATION: Drought and Water Conservation - Gabriel Varela – Not Available**

**7. Report from The Land Use Committee (LUC):**

- Presented by Pati Potter, LUC**
- Questions: Travers, Seigel**
- Board Comments: Babakhanian, Royal, L Rowe, Travers**
- Public Comments: Mark Dutton**

Motion to send letter regarding Samoa project back to LUC for discussion					
Motion: Nina		2 <sup>nd</sup> - Lallah			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Seigel, Goglia Cleghorn, McMcoy		Scanlon Von Gunten			
18 yes, 2 ineligible motion passed					

**8. Committee & Liaison Reports** *(see last page for meeting and committee member information)*

- A. Budget & Finance - Babakhanian
  - B. Land Use-Pati Potter
  - C. STAT- Pat Kramer
  - D. STARC- Travers
  - E. Community Improvement & Government Affairs- L Rowe
  - F. Outreach – C Schmidt
  - G. Youth & Adult Education- L Rowe
  - H. Beautification - Hutchinson
  - I. Liaison Reports: *LANCC / VANC /Budget Advocates-* Grant, Cleghorn
  - J. Ad Hoc Bylaws / Standing Rules – Grant
- Public Comment: Mark Dutton

**9. CONSENT CALENDAR ITEMS (FUNDING) - MOTION:** The STNC Board approves the funding consent calendar:

- A. Discussion/Action: Approve July 2022 Monthly Expenditure Report (MER) and Balances.**
- B. Discussion/Action: Approve August 2022 Monthly Expenditure Report (MER) and Balances.**
- C. Discussion/Action: Approve \$50 for STNC Coffee Outreach meeting [approved in prior Fiscal Year/Needs approval for this Fiscal Year]**
- D. Discussion/Action: Approve up to \$500 for STNC Coffee Outreach meetings for remainder of this Fiscal Year.**
- E. Discussion/Action: Approve up to \$50 for cost of STNC Thank You notes**
- F. Discussion/Action: Approve up to \$150 for Interpreter’s invoice for 9-14-22 board meeting**
- G. Discussion/Action: Approval budget increase to USPS to \$404**
- H. Discussion/Action: Approve budget increase to US Storage \$7,660 due to rate increase for two units. (Previously approved budget at \$5,388)**

Grant requests item 9 g pulled for discussion

Public Comments: None

9. Motion to approve Consent Calendar funding items: A, B, C, D, E, F, H					
Motion: Royal		2 <sup>nd</sup> - Woodruff			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Goglia, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigel		Scanlon Von Gunten			
18 yes, motion passed					

9 G Discussion/Action: Approve budget increase to USPS to \$404  
 Board discussion: Lydia Grant, Ed Babakhanian  
 Public Comments: None

9 G Motion to approve 9 G: Approve funding up to \$404 for USPS mailbox					
Motion: L. Rowe		2 <sup>nd</sup> - Royal			
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Goglia, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigel		Scanlon Von Gunten			
18 yes, 0 No, 2 ineligible motion passed					

**10. CONSENT CALENDAR ITEMS (NON FUNDING) - MOTION:** The STNC Board approves the non-funding consent calendar:

- A. Discussion/Motion: To approve letters to Councilmember Rodriguez and State Senator Portantino regarding funding to add LAPD Traffic Safety Officer. [Recommended by the STAT Committee]**
- B. Discussion/Motion: To approve Beautification Committee banner artwork. [Funding previously approved.]**

Travers request item 10. A. removed for discussion;

10. B Motion to Approve Beautification Banner					
Motion: Cleghorn 2 <sup>nd</sup> - Hutchinson					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Goglia, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigel		Scanlon Von Gunten			
18 yes, 0 No, 2 ineligible motion passed					

**Item 10 A Discussion/Motion to approve letters to Councilmember Rodriguez and State Senator Portantino regarding funding to add LAPD Traffic Safety Officer**  
**Presented by Pat Kramer, STAT committee**  
**Board Comments: Seigel, Royal, Gordon, Hutchinson, von Gunten**  
**Public Comments: None**

10. B Motion to Approve Letters to Councilmember Rodriguez and State Senator Portantino as amended (Pat Kramer to amend)					
Motion: Hutchinson 2 <sup>nd</sup> - Royal					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigel	Travers	Scanlon Von Gunten			Goglia
16 yes, 0 No, 2 ineligible, 1 absent motion passed					

**UNFINISHED BUSINESS**

**11.**

- A. Discussion/Possible Action:** Review MER generation issues and provide an update- **No Action**
- B. Discussion/Possible Action:** Request all committees submitting expense requests to provide a vendor analysis and adequate reasoning for choosing an out of state vendor for procurement of goods.  
 Board Comments: Babakhanian, L Rowe, Woodruff  
 Public comments: Goat Puppet
- C. Discussion/Possible Action:** of current budget, rollover funds and possible future revision.  
 Board Comments: Babakhanian  
 Public Comments: None
- D. Discussion/Possible Action:** To confirm STNC Community Impact Statement Filers: Carol Hutchinson, Jon von Gunten, Claire Gordon, Shirley Kim, Cindy Cleghorn and notify City / DONE.  
 Board Comments: None  
 Public comments: None

<b>11. D Motion to Approve Jon von Gunten, Claire Gordon, Carol Hutchinson, Cindy Cleghorn, Shirley Kim as CIS filers</b>					
Motion: Royal 2 <sup>nd</sup> - Hutchinson					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Cleghorn, McCoy		Scanlon Von Gunten	Seigel		Goglia
16 yes, 0 No, 1 abstain, 2 ineligible, 1 absent motion passed					

**NEW BUSINESS**

**12. Discussion/Motion: To form an ad-hoc storage committee.** Task will be to decide disposal of items, reduce storage units, arrange transfer to new location.

Board Comments: Travers, Hutchinson, Royal, Freeman

Public Comments: Goat Puppet

<b>12 Motion to Approve Nina Royal and Leny Freeman as Ad Hoc Storage Committee</b>					
Motion: Royal 2 <sup>nd</sup> - Hutchinson					
Yes	No	Ineligible	Abstain	Recuse	Absent
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigel		Scanlon Von Gunten			Goglia
17 yes, 0 No, 2 ineligible, 1 absent motion passed					

**13. PRESENTATION & TRAINING on the Neighborhood Council (NC) System**

- A. Bylaws, Standing Rules, BONC Policies, Brown Act (Meeting Agenda Posting, ENS)
- B. NC Meetings: Agenda Items, Presenters, Meeting Agendas, Making Motions, Community Impact Statements
- C. NC Alliances, STNC Community Events/Meetings, Other Training Opportunities

**14. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS –**

Goat Puppet

**15. FINAL ANNOUNCEMENTS & BOARD ANNOUNCEMENTS**

Board Comments: Travers, L Rowe, Seigel, Cleghorn

**16. ADJOURN at 10:40 pm**

**Sunland Tujunga Neighborhood Council**  
**Special General Board Meeting Minutes**  
**Wednesday, October 12, 2022**

1. Call to Order, Welcome - Lydia Grant, President at 7:15 pm
2. Roll Call, Voting Eligibility - Carol Hutchinson, Secretary

Board Member	Roll Call	Funding Voting Eligibility	Board Appointment
Lydia Grant	Present	Yes	President
Lallah Rowe	Present	Yes	1st Vice President
Shauna Scanlon	Present	No	2nd Vice President - Outreach
Ed Babakhanian	Present	Yes	Treasurer
Carol Hutchinson	Present	Yes	Secretary
Mark Seigel	Present	Yes	At-Large Group Representative
Leny Freeman	Present	Yes	Region 1 Representative
K.T. Travers	Present	Yes	Region 1 Representative
Trevor Schmidt	Present	Yes	Region 2 Representative
Claire Gordon	Present	Yes	Region 2 Representative
Jon von Gunten	Present	No	Region 3 Representative
Karen Moran	Present	Yes	Region 3 Representative
Cheryl Schmidt	Present	Yes	Region 4 Representative
Brenda Woodruff	Present at 7:46	Yes	Region 4 Representative
Mike Goglia	Present	Yes	Friends of Verdugo Cemetery
Nina Royal	Present	Yes	STSERSV
Cindy Cleghorn	Present	Yes	STSH Community Fund
Chris Rowe	Present	Yes	Toastmasters
Shirley Kim	Present	Yes	Shekinah Church

Sherry McCoy	Present	Yes	Neighborhood Watch
Vacant			Group Stakeholder Rep
Quorum: 11 20 present at roll call			

3. PRESENTATION by City Attorney Mike Feuer and Mark Ross

4. DISCUSSION/ ACTION - That STNC take action regarding LANCC recommendation on the resignations of three City Council Members for racist comments.

Board Comments: Cleghorn

Public Comments: Rudy Melendez

<b>4 Motion to approve letter to go to City Council regarding resignation of Martinez, Cedillo and DeLeon</b>						
Motion: Seigal 2 <sup>nd</sup> - Royal						
Yes	No	Ineligible	Abstain	Recuse	Absent	
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Goglia, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigal		Scanlon Von Gunten				
18 yes, 0 No, 2 ineligible motion passed						

5. DISCUSSION/ ACTION - STNC recommendation that the City Council consider Councilman Paul Krekorian as President of the L.A. City Council.

Board Comments: Travers, Grant, Hutchinson, Royal

Public Comments: Rudy Melendez, Mark Dutton

<b>9 G Motion to postpone and have item placed on next STNC General Board meeting</b>						
Motion: Seigal 2 <sup>nd</sup> - Royal						
Yes	No	Ineligible	Abstain	Recuse	Absent	
Grant, L Rowe, Babakhanian, Hutchinson, Freeman, Travers, T Schmidt, Gordon, Moran, Woodruff, C Schmidt, Goglia, Kim, C Rowe, Royal, Cleghorn, McCoy, Seigal		Scanlon Von Gunten				
18 yes, 0 No, 2 ineligible motion passed						

6. ADJOURN SPECIAL MEETING at 8:21 pm